

Understanding the Sterilization and Hysterectomy Process

Brown Bag Training ::: June 28, 2016



Agenda

- Hysterectomy process
- Sterilization process
- Questions

Hysterectomy Process

Providers are required to complete the Acknowledgement of Receipt of Hysterectomy Information form, F-01160, prior to performing a non-emergency hysterectomy.

In addition to the English version, the Acknowledgement of Receipt of Hysterectomy Information form and instructions are also available in:

- Spanish, F-01160S
- Hmong, F-01160H

Refer to the Forms page of the ForwardHealth Portal for a copy of each of these forms and instructions.

Hysterectomy Process (Cont.)

Exceptions to completing the Acknowledgement of Receipt of Hysterectomy Information form include:

- The member was already sterile. Sterility may include menopause.
- The hysterectomy was required as a result of a life-threatening emergency situation.
- The hysterectomy was performed during a period of retroactive member eligibility and one of the following circumstances applied:
 - The member was informed before the surgery that the procedure would make her permanently incapable of reproducing.
 - The member was already sterile.
 - The member was in a life-threatening emergency situation that required a hysterectomy.

4 The provider is required to include signed and dated documentation with the claim if any of the these circumstances apply.

Sterilization Process

General Guidelines

- State and federal regulations require completion of the Consent for Sterilization form, F-01164.
- In addition to the English version, the Consent for Sterilization form is also available in Spanish, F-01164S, and is located on the Forms page of the Portal along with completion instructions for the English version.
- Providers are recommended to use the PDF version of the form rather than the Microsoft® Word document.

Sterilization Process (Cont.)

General Guidelines (Cont.)

- A claim for sterilization cannot be paid without a timely, valid, and complete Consent for Sterilization form attached. Use of the form is mandatory. There are no exceptions.
- The form itself may not be altered.
- Use of opaque correction fluid is prohibited. If the provider needs to correct information on the form:
 - Strike out the error.
 - Correct the error.
 - Have the correction signed by the member, person obtaining consent, or performing surgeon, as appropriate.
- Providers are encouraged to complete a Consent for Sterilization form before **all** sterilizations in the event that the person being sterilized receives retroactive Medicaid enrollment.

Sterilization Process (Cont.)

Obtaining Consent

- Only the member may give consent for sterilization. A relative may not give consent on behalf of a member.
- Any physician or clinic can obtain consent. It does not have to be the physician who will actually perform the sterilization procedure.
- Sterilization of an incompetent or institutionalized individual is not covered by Wisconsin Medicaid.

Sterilization Process (Cont.)

Interpreter and Witnesses

- An interpreter must be provided if the member does not understand English or the person obtaining consent cannot speak and explain the form in the member's language.
- Interpreters must sign the consent form. The date may be signed on or prior to the member's signature date.

Sterilization Process (Cont.)

Signatures

The Consent for Sterilization form must be signed and dated by:

- The member, on the date of consent
- The interpreter, if applicable
- The individual who obtains consent
- The physician who actually performed the surgery

The Consent for Sterilization form may not be signed by:

- Nurses and physician assistants for the physician
- Signature stamps or computer generated signatures

Sterilization Process (Cont.)

Time Frames

- Consent is valid for no more than 180 days.
- The physician performing the sterilization is required to certify that **at least 30 days** have passed between the date the consent was obtained and the sterilization procedure was performed, except in the following instances:
 - In the case of premature delivery:
 - Consent must be obtained no less than 72 hours before the actual delivery and at least 30 days before the expected date of delivery.
 - The physician must state on the form the expected date of delivery.
 - In the case of an emergency abdominal surgery:
 - Consent must have been obtained at least 72 hours prior to the surgery.
 - The physician must state on the form the reason for emergency abdominal surgery.

Sterilization Process (Cont.)

Common Reasons for Denial

- The form is missing or has invalid or completely mismatched names and signatures.
- The form is missing or has invalid dates.
- The member was younger than 21 years of age when consent was obtained.
- Insufficient time has elapsed following obtaining of consent.
- The form is missing the expected date of delivery in the case of premature delivery.
- The form is missing the reason for emergency abdominal surgery.

Questions

Thank You
